



**The Secretary for Health Services**

COMMONWEALTH OF KENTUCKY

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PAUL E. PATTON  
GOVERNOR

MARCIA R. MORGAN  
SECRETARY

June 30, 2003

**Home and Community Based Waiver  
Transmittal # A-52**

**Dear Home and Community Based (HCB) Waiver Provider:**

In preparation of the upcoming homemaker unit limitation that is effective July 17, 2003, the Department for Medicaid Services (DMS) would like to take this opportunity to disseminate essential information to each HCB Waiver provider. HCB Waiver providers will **not** be required to file modifications for individuals receiving in excess of four (4) units of homemaking per week.

DMS contacted the Centers for Medicare and Medicaid Services (CMS) to obtain clarification as to what documentation is necessary to meet the assurances that are required from the State to ensure that the health, safety and welfare of recipients is not jeopardized. CMS is requiring that new prior authorization (PA) notices be generated and sent to all providers and recipients that are affected by the limitation. DMS is working in conjunction with the Peer Review Organization (PRO) to identify and automatically generate these PAs. HCB Waiver providers will be responsible for documenting the reduction of the homemaking units and efforts to find alternative services in the client's files.

All new PAs shall be generated and mailed no later than July 31, 2003. Should an HCB Waiver provider agency not receive a new PA for an individual that is affected by the limitation by August 8, 2003, the provider shall contact the PRO to ensure that a new PA is generated. The new PAs shall be maintained in the client file for monitoring purposes.

A recipient notice explaining the new PAs is being sent to all HCB Waiver recipients that are affected by the limitation. In the recipient notice, DMS explains

"...promoting and safeguarding the health and wellness of all Kentuckians."



EQUAL OPPORTUNITY EMPLOYER M/F/D

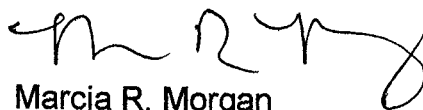
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that while the new PA's have the recipient's appeal rights noted, a recipient cannot appeal the reduction of homemaking units that is required by the new limitation as provided for in the regulation.

Should you have any questions or concerns regarding this process, please feel free to contact Mr. Benjamin Sweger, Director, Division of Long Term Care. Mr. Sweger may be contacted at (502) 564-7540.

Sincerely,

A handwritten signature in black ink, appearing to read 'M R Morgan', written over the printed name.

Marcia R. Morgan  
Secretary

MRM/KER